

ARLINGTON SCHOOL DISTRICT 38-1  
REGULAR MEETING OF THE SCHOOL BOARD  
July 10, 2024  
6:00 P.M.

The Arlington School District 38-1 Board of Education met for the FY25 Budget hearing, Monday, July 10, 2024 at 5:45 PM in the school board room.

The Arlington School District 38-1 Board of Education met in regular session, Monday, July 10, 2024 at 6:00 PM in the school board room with the following members present: President Darrik Bunker, Vice President Casey Hanson, Paul Burns and Megann Murphy. Board member Laura Carlson was absent. Superintendent Brian Sampson and Business Manager Stacy Andersen were also in attendance.

24-144: Moved by Murphy seconded by Burns to approve the school board meeting agenda as present. All voted aye. Motion carried.

24-145: Moved by Hanson seconded by Burns to approve the consent agenda including the minutes from the June 10, 2024 meeting, the monthly financial report, and current bills. All voted aye. Motion carried.

The June financial report as presented:

ARLINGTON SCHOOL DISTRICT 38-1						
FINANCIAL REPORT FOR MONTH ENDING JUNE, 2024						
FUND	GENERAL	CAPITAL OUTLAY	SPECIAL EDUCATION	SCHOOL LUNCH	OTHER ENTERPRISE	CUSTODIAL
BALANCE - 5/31/24	660,273.13	2,009,096.39	1,399,263.85	57,001.71	-	50,017.17
RECEIPTS IN						
Local Sources	131,356.39	86,501.73	63,635.63	347.03		9,567.03
Intermediate Sources	605.39					
State Sources	102,487.58			359.54		
Federal Sources	29,536.00	5,587.00		2,475.46		
Transfer	450,082.06			1,719.22	42,658.47	
TOTAL RECEIPTS	714,067.42	92,088.73	63,635.63	4,901.25	42,658.47	9,567.03
TOTAL TO ACCOUNT FOR	1,374,340.55	2,101,185.12	1,462,899.48	61,902.96	42,658.47	59,584.20
DISBURSEMENTS	268,368.00	2,591.22	(76,352.36)	6,451.93		4,755.76
Transfer	1,719.22	400,000.00			42,658.47	7,423.59
BALANCE - 6/30/24	1,104,253.33	1,698,593.90	1,539,251.84	55,451.03	-	47,404.85
NET PAYROLL FOR						
Regular Instruction		54,830.43				
Special Instruction		10,216.70				
Support Service - Guidance and Library		4,607.54				
Support Service-Administration		17,416.07				
Support Services-Board		2,366.75				
Support Service-Business		3,912.23				
Support Service-Maintenance		8,528.27				
Support Service-Transportation		1,634.07				
Support Service-School Food Service		1,597.58				
Support Service-Compensated Absences		5,632.95				
Support Services-Substitutes, Mentors, Advisors, Athletic Workers		10,657.79				
TOTAL NET PAYROLL		121,400.38				
WITHHOLDING AND BENEFIT PAYMENTS		56,919.96				
VOUCHERS AND CLAIMS		443,284.54				
TOTAL DISBURSEMENTS		621,604.88				

June claims and vouchers as presented:

**Fund: 10 General Fund:** Arlington City 5,458.77 Utilities; Arlington FFA 1,100.00 Bus Cleaning; Austin, Clair 70.00 Reimbursement; Automatic Building Controls 83.70 Service; Badger Oil, Inc. 357.75 Supplies; Bunker Auto, Inc. 23.32 Services; Capital One 152.31 Supplies; Fusion Cloud Services, LLC 544.25 Communication; General Wood Supplies 490.74 Supplies; Imprest Fund 723.12 (VISA 723.12 Supplies/Fees); Lake Preston School District 1,772.11 Dues And Fees; Lake Region Golf Course 2,000.00 Golf Green Dues; Lowe's Credit Services 202.80 Supplies; Madsen, Michelle 35.00 Reimbursement; Northwestern Energy 313.13 Heating Fuel; Office Peeps, Inc. 136.61 Supplies; Parry, Lisa 391.78 Reimbursement; Petty Cash 33.44 Postage; Prairie Ag Partners 157.50 Supplies; RFD Newspapers, Inc. 458.40 Minutes & Publications; Running's Supply, Inc. 781.45 Supplies; SD High School Activity Assoc. 224.00 Dues And Fees; Springhill Suites By Marriott 3,491.00 Lodging; Steffensen, Deborah 657.51 Reimbursement; Universal Premium 740.63 Supplies. **Fund Total: 20,099.32. Fund: 21 Capital Outlay:** Century Business Products 208.80 Copier Lease; General Wood Supply 3,399.87 Supplies. **Fund Total: 3,608.67. Fund: 51 Food Service:** Culligan Water Conditioning of Brookings 28.00 Services; Lake Preston School District 11,417.44 Dues and Fees; Pan-O-Gold Baking Co 56.65 Bread. **Fund Total: 11,502.09.**

Business Manager Andersen informed the board of the need for an additional supplement for specific areas of the FY2024 budget at the end of the fiscal year.

RESOLUTION NO. 002-FY24

ADOPTION OF SUPPLEMENTAL BUDGET:

Let it be resolved that the Board of Education for the Arlington School District 38-1, in accordance with SDCL 13-11-3.2 and after duly considering the proposed supplemental budget, hereby approves and adopts the following supplemental budget in total:

APPROPRIATIONS:

GENERAL FUND:

Elementary Education Program:		
Salaries	4,200.00	
Substitutes	375.00	
Retirement	215.00	
Junior High Education Program:		
Salaries	5,700.00	
Retirement	350.00	
Health Insurance	1,700.00	
Secondary Education Program:		
Other Compensation	4,000.00	
Substitutes	540.00	
Health Insurance	3,500.00	
Inservice/Prof Development:		
Dues & Fees	2,280.00	
Library:		
Salaries	2,020.00	
Male Extracurricular:		
Official/Timers/Scorers	590.00	
Female Extracurricular:		
Travel	4,700.00	
Dues and Fees	2,700.00	
Cocurricular		
Travel	2,000.00	
		Total \$34,870.00

CAPITAL OUTLAY FUND:

Printed Textbooks – Elementary	3,400.00	
Care/Upkeep of Buildings	3,365.00	
		Total: \$6,765.00

SPECIAL EDUCATION FUND:

Therapy	979.00	
Legal Services	5,800.00	
		Total: 6,779.00

MEANS OF FINANCE:

GENERAL FUND:

Cash on Hand to Finance	34,870.00	
		Total \$34,870.00

CAPITAL OUTLAY FUND:

Cash on Hand to Finance	6,765.00	
		Total: \$6,765.00

SPECIAL EDUCATION FUND:

Cash on Hand to Finance	6,779.00	
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Total: \$6,779.00

24-146: Moved by Burns seconded by Murphy to approve and adopt the supplemental budget. All voted aye. Motion carried.

Northeast Educational Services Cooperative representative Megann Murphy reported on the June 17, 2024 meeting.

Laura Carlson was recognized for her years of service on the school board.

24-147: Moved by Hanson seconded by Murphy to adjourn at 6:04 PM for the purpose of reorganizing the 2024-2025 Board of Education. All voted aye. Motion carried.

Chairman Protem Brian Sampson called the 2024-2025 Board of Education meeting to order with the following members present: Casey Hanson, Darrik Bunker, Paul Burns, Megann Murphy and Annette Schrock. Superintendent Brian Sampson and Business Manager Stacy Andersen were also in attendance.

Superintendent Brian Sampson called for nominations for President of the Board of Education.

Hansen nominated Bunker.

24-001: Moved by Hanson seconded by Burns that nominations cease and cast unanimous ballot for Darrik Bunker as President. All voted aye. Motion carried.

President Bunker called for nominations for Vice President of the Board of Education.

Bunker nominated Hanson.

24-002: Moved by Bunker seconded by Burns that nominations cease and cast unanimous ballot for Casey Hanson as Vice President. All voted aye. Motion carried.

24-003: Moved by Hanson seconded by Burns to approve the consent agenda including the following items. All voted aye. Motion carried.

July claims and vouchers as presented:

**Fund: 10 General Fund:** Agednet.Com 465.00 Subscription; Arlington Insurance Agency 1,153.00 Business Manager Bond; Associated School Boards of SD 1,065.16 Dues and Fees; DMJ, Inc. Dba Brookings Dumpster 296.20 Garbage Removal; Hillyard / Sioux Falls 861.23 Custodial Supplies; KSB School Law 350.00 Legal Services; Lifeline, Incorporated 100.00 Supplies Northern Plains Insurance Pool 34,370.02 Health/Vision Insurance; School Administrators of SD 2,115.00 Annual Dues; SDSTE 30.00 Dues; Standard, The 218.68 Life Insurance; Time Management Systems, Inc 249.05 Services; Valley Fibercom 66.98 Service. **Fund Total: 41,647.10.** **Fund: 21 Capital Outlay:** Dollamur, LP 8,100.00 Supplies; General Wood Supply 2,777.16 Supplies; Innovative Office Solutions, LLC 1,369.87 Supplies; Karl's 549.99 Equipment; Midwest Pipe Lining 33,847.00 Services; Mystery Science Inc. 945.00 Software; Renaissance Learning, Inc. 4,275.60 Supplies; Riddell/All American Sports Corp 1,488.45 Equipment; Sherwin Williams Co, The 951.50 Supplies; SHI International Corp 2,645.78 Software; Sterling Computers 66,600.00 Supplies; Teacher Innovations, Inc. 364.50 Supplies; Time Management Systems, Inc 1,414.08 Services. **Fund Total: 125,328.93.** **Fund: 22 Special Education Fund:** Northern Plains Insurance Pool 5,943.12 Health/Vision Insurance; Standard, The 12.69 Life Insurance. **Fund Total: 5,955.81.** **Fund: 51 Food Service:** Brandon Valley School Dist. 5,000.00 Fees; Infinite Campus 1,758.55 Equipment; Northern Plains Insurance Pool 1,597.80 Health/Vision Insurance; Standard, The 1.53 Life Insurance. **Fund Total: 8,356.35.**

Open Enrollments: IN24-25 (1); IN24-25 (2); IN24-25 (3); IN24-25 (4); IN24-25 (5); IN24-25 (6); IN24-25 (7); IN24-25 (8); IN24-25 (9); IN24-25 (10); IN24-25 (11); IN24-25 (12); IN24-25 (13); IN24-25 (14)

Designate the Citizens State Bank, Arlington, SD as the legal depository for the school district.

Authorize Board President Darrik Bunker, Business Manager Stacy Andersen, Superintendent Brian Sampson, and Administrative Secretary Kelsey Hoff to sign the signatures cards related to District Checking, District Savings, School Food Service Checking, School Food Service Savings, Custodial Checking, and Custodial Savings.

Set the band maintenance fee at \$40.00 per instrument per year.

Designate the Arlington Sun as the official newspaper for the 2024-2025 school year.

Designate the Kingsbury County Sheriff's Department as the truant officer for the 2024-2025 school year.

Set the second Monday of each month as the regular meeting date at 6:00 p.m. in the school board room.

Set the school board salaries at \$60.00 for regular meetings and \$30.00 for special and other meetings.

Set the admission prices to school events (except tournaments) at \$6.00 for adults and \$4.00 for students. The 2024-2025 activity passes set as follows: Arlington School District student season tickets (non-transferable) to all home events will be Free. Out-of-district student season tickets (non-transferable) to all home sports events will be \$30.00. Adult season tickets (non-transferable) to all home sports events will be \$65.00. Senior Citizens (age 65 and older) living within the school district may receive a Free Lifetime pass by inquiring in the business office. There will be no admission charged for plays and concerts.

Set the ticket taker reimbursement rate for the sport events paid to an organization at \$55.00 per event (under 3 hours) and \$90 per event (over 3 hours).

Set the school lunch prices at \$2.90 for K-6; \$3.30 for 7-12 and \$4.85 for adults. Ala carte items for seconds set at \$1.50. Breakfast prices set at \$1.75 for students and \$2.50 for adults. Milk Break will be deducted from the family food service accounts.

Set the adult meal allowances for overnight events at the state rates. Current rates are as follows: Breakfast \$6.00; Lunch \$14.00; Supper \$20.00 for a total of \$40.00 per day. Student meal allowances for overnight events as follows: Breakfast \$5.00; Lunch \$10.00 and Supper \$15.00 for a total of \$30.00 per day.

Set the travel allowance for school employees at the state rate. Current rate is \$0.51 per mile and \$0.23 per mile when a school vehicle is available.

Set substitute pay for classified staff at \$105.00 per day prorated hourly and substitute pay for bus drivers at \$35.00 per route for driving the mini bus and \$45.00 per route for a larger bus.

Set the substitute pay for certified staff at \$125.00 per day prorated hourly.

Set pay schedule for activities as presented.

Authorize superintendent as legal representative for filing of applications for the school district.

Designate Title IX Staff: Title IX Coordinator—Special Education Director, Title IX Investigator—Activities Director, Title IX Decision Maker—Principal, Title IX Appellate Decision Maker—Superintendent

Set preschool tuition rates at \$85.00 per month for a total of \$765.00 per year.

Set gym and other school property rental per updated school facility equipment rental agreement.

Authorize the business manager to distribute district fund interest to specific funds as required by GASB 34.

Authorize the business manager to be in charge of Title I and Title II block grants and all other programs for accounting purposes and to sign financial reports. Authorize superintendent to be in charge of the program's curricular and design.

Authorize the business manager to be in charge of school district funds, school food service funds, and custodial funds.

Authorize the business manager to advertise for gas and diesel fuel bids, vehicle maintenance quotes, snow removal bids, and lawn mowing bids, and set time, date and place for bid opening as Friday, August 2, 2024 at 1:00 p.m. in the school business office.

Approve the firm of ELO to perform the 2024-2025 fiscal year audit.

Superintendent Brian Sampson gave a building and grounds report on the athletic complex.

Business Manager Andersen presented the FY25 budget and informed the board that the auditors will begin the 2023-2024 audit on August 13.

24-004 Moved by Murphy seconded by Schrock to approve Catherine Campbell as food service helper \$15.75 per hour for the 2024-2025 school year. All voted aye. Motion carried.

24-005: Moved by Hanson seconded by Burns to approve Kristol Erikson as behavior technician at \$16.53 per hour for the 2024-2025 school year. All voted aye. Motion carried.

24-006: Moved by Burns seconded by Murphy to approve Dan Gisselbeck as bus route driver at \$16,912.00 for the 2024-2025 school year. All voted aye. Motion carried.

Superintendent Brian Sampson discussed the ASBSD/SASD convention schedule, SDHSAA ballot, individuals to fill the role of surrogate family, asked for potential dates for board training with KSB School Law, and discussed current position openings.

24-007: Moved by Burns seconded by Hanson to vote Chris Long as West River At-Large representative. All voted aye. Motion carried.

24-008: Moved by Murphy seconded by Schrock to designate Frank Crisler and Karyn Weber as surrogate parents. All voted aye. Motion carried.

24-009: Moved by Bunker seconded by Schrock to designate Megann Murphy as representative to the Northeast Educational Services Cooperative monthly meetings. Casey Hanson and Paul Burns will be the alternates. All voted aye. Motion carried.

24-010: Moved by Murphy seconded by Burns to designate Casey Hanson as representative to the Library Board. All voted aye. Motion carried.

24-011: Moved by Hanson seconded by Burns to designate Darrik Bunker as the voting delegate to the ASBSD/SASD convention. All voted aye. Motion carried.

24-012: Moved by Burns seconded by Murphy to enter executive session at 7:02 PM pursuant to SDCL 1-25-2(3) for reason of consulting with legal counsel/reviewing attorney communication. All voted aye. Motion carried

President Bunker declared the executive session closed at 7:54 PM.

24-013: Moved by Murphy seconded by Burns to adopt the board policy manual updates per KSB School Law. All voted aye. Motion carried.

24-014: Moved by Burns seconded by Schrock to adjourn at 7:55 PM. All voted aye. Motion carried.

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Darrik Bunker – School Board President

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Stacy Andersen – Business Manager

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